



County of Los Angeles CHIEF EXECUTIVE OFFICE

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Chief Executive Officer

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August 4, 2009

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Michael Antonovich

From: William T Fujioka
Chief Executive Officer

INTERNAL SERVICES DEPARTMENT MANAGEMENT PROMOTION EXCEEDING \$150,000 ANNUALLY

Consistent with the County's policies on managerial salaries, we have reviewed and recommend Board approval of the Internal Services Department's (ISD) request to appoint Mr. Joseph Sandoval to the position of Administrative Manager XV, ISD (UC) with an annual salary of \$155,388.00. The requested salary will place Mr. Sandoval at the control point of the R-15 salary range and will provide an 8.07% increase over his current base annual salary of \$143,784.36.

Mr. Sandoval is well qualified with nearly 18 years of relevant experience in departmental administration, operations and management, including more than nine years of job-specific related experience in the area of Countywide purchasing, contract administration and internal materials management. Since May 2008, he has served as the Acting General Manager of ISD's Purchasing and Contract Services, responsible for: ISD's Contract Administration Division which includes executive management of personnel, contracts and contractors over ISD Fleet, Mail Processing and Parking Services, ISD's Contract's Division, and ISD's Purchasing and Materials Management Division.

Prior to May 2008, Mr. Sandoval served as the Division Manager over the County's central purchasing organization and ISD's Materials Management, which includes Procurement, Asset Management and Warehouse Operations, from February 2001 to May 2008, after serving as the Assistant Division Manager of Purchasing and Materials Management since November 1999.

"To Enrich Lives Through Effective And Caring Service"

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Based on this information, we recommend that the Department's request be approved. In accordance with the policy on managerial salaries, please advise this office if you would like this request placed on an upcoming agenda for Board action. Unless otherwise instructed by August 14, 2009, we will authorize ISD to proceed with this promotion.

Please contact me if you have any questions or need additional information, or your staff may contact Gevork Simdjian, of my staff, at (213) 893-9736.

WTF:ES
GS:CL:cg

c: Director, Internal Services Department
Acting Director of Personnel